



LOS LUNAS POLICE DEPARTMENT

OPERATIONS

NUMBER:
OPR.16.01(C)

EFFECTIVE DATE:
October 31, 2011

SUBJECT: Citizen Patrol

REVIEW DATE:
August 18, 2015

AMENDS/ SUPERSEDES:

NMSA:

NMMLEPSC STANDARDS:

APPROVED BY CHIEF OF POLICE
NAITHAN G. GURULE

A handwritten signature in blue ink, appearing to read "N. Gurule".

Signature

- I. **THE LOS LUNAS CITIZENS PATROL PROGRAM IS AUTHORIZED BY THE CHIEF OF POLICE FOR PATROL OF VILLAGE NEIGHBORHOODS UTILIZING A VILLAGE VEHICLE.**
- II. **THE SUPPORT SERVICES LIEUTENANT OR DESIGNEE OF THE CHIEF OF POLICE SHALL OVERSEE THE PROGRAM.**
- III. **GENERAL HOURS FOR CITIZEN PATROL WILL BE 0800 TO 2200 HOURS OR TO ACCOMMODATE THE VOLUNTEERS SCHEDULES. ROUTINE DUTIES INCLUDE:**
 1. Visual patrol of neighborhoods
 2. Visual observation of specific residences when owners request extra patrols.
 3. Reporting suspicious activity to sworn personnel.
 4. Maintaining a visual presence to deter crime.
- IV. **SPECIAL ASSIGNMENTS FOR CITIZEN'S PATROL MAY BE DESIGNATED BY THE CHIEF OF POLICE FOR HOLIDAYS, SPECIAL EVENTS OR SPECIFIC PATROL NEEDS.**
- V. **VOLUNTEERS WILL REPORT TO THE POLICE DEPT FOR SPECIFIC INSTRUCTIONS, BRIEFING, AND/OR ASSIGNMENT. VOLUNTEERS SHALL SIGN IN AT THE BEGINNING OF EACH PATROL FUNCTION.**
- VI. **VOLUNTEERS ARE REQUIRED TO MAINTAIN A DAILY LOG OF ACTIVATES AND COMPLETE A VEHICLE INSPECTION LOG INDICATING ANY NEEDED REPAIRS OR REQUIRED MAINTENANCE. VOLUNTEERS WILL SUBMIT THEIR ACTIVITY LOG AND SIGN OUT AT THE END OF EACH PATROL FUNCTION.**

VII. VOLUNTEERS OF THE CITIZEN PATROL MUST COMPLY WITH STANDARD OPERATING PROCEDURES AS DEFINED ABOVE AND SPECIFICALLY:

1. Not carry firearms.
2. Not take any action to apprehend criminals or suspicious individuals.
3. Not make traffic stops.
4. Not exceed posted speed limits.
5. Not respond to emergency calls for service unless authorized by a supervisor.
6. Not to use police radio reporting shall be done by phone.
7. Maintain a valid driver's license.



Small Community • Big Possibilities

Village of Los

660 MAIN STREET N.W.
P.O. BOX 1209
LOS LUNAS, NM 87031

PHONE: (505) 352-7650
FAX: (505) 352-7741
www.loslunasnm.gov

VILLAGE OF LOS LUNAS POLICE CITIZENS PATROL APPLICATION

Name: _____ Today's Date: _____
Last First Mi

Address: _____
Street Apt no. City State Zip

Phone No: _____ Work No: _____ Cell No: _____

Date of birth: _____ Drivers License No: _____ State: _____

Email (optional): _____

Current of most recent Employer Name: _____

Address: _____
Street Apt no. City State Zip

Supervisor Name: _____ Phone No: _____

Can we contact him/her? Yes ☐ No ☐

Are you willing to volunteer eight (8) hours per month and attend the monthly meetings? Yes ☐
No ☐

Why do you want to volunteer with the Village of Los Lunas Citizens Patrol?

What prior training, education and/or experience do you have that would benefit the Citizens

Patrol?

Are you willing and physically able to conduct traffic control at accidents and special events, stand for long periods of time, conduct foot patrol for several hours, assist with moving objects which may be in excess of twenty (20) pounds, and work in all weather conditions? Yes ☐ No ☐

If your answer to the above question is “no” for any reason, please describe any relevant limitations on a separate page and attach it to this application.

Personal References:

Name: _____ Phone No: _____
Last First Mi

Name: _____ Phone No.: _____
Last First Mi

The following are automatic disqualifiers from service in the volunteer program – Applicants should not apply to volunteer at our agency if they have any of the following: Any adult felony conviction; any misdemeanor or felony conviction while employed in a criminal justice capacity; any juvenile felony convictions; any conviction of any crime under a domestic violence statute; or conviction for sexual or related misconduct.

Have you ever been convicted of a crime: Yes ☐ No ☐

If yes, please explain:

Have you ever received any moving (i.e., traffic) violation or citation(s): Yes ☐ No ☐

If yes, please explain:

I certify that the information given by me to the Los Lunas Police Department is true and complete to the best of my knowledge. I understand that false or misleading information may result in denial of appointment or immediate dismissal from my volunteer position.

I authorize the Los Lunas Police Department to investigate all statements in this application and to gather any appropriate information regarding my character, general reputation, previous employment, criminal record and similar background information. I hereby release all parties and persons, including employers, references and the Village of Los Lunas, from all claims, liabilities, and damages connected with any such investigation or reference check. Accept as required by FCRA, I waive my right to see the information gathered as part of any investigation or reference check.

I understand, if I am selected to be a volunteer for the Village of Los Lunas Citizens Patrol that I will be required to complete a training period during which time my ability to fulfill the standards and expectations of the Village of Los Lunas will be evaluated. I understand that nothing about the training period, this application, the Village of Los Lunas Citizens Patrol policy statements or guidelines, or any communications with any Village of Los Lunas official is intended to create an employment contract between the Village of Los Lunas and me. I release the Village of Los Lunas from any liability for future references it may provide regarding my volunteer history with the Village.

Signature: _____

Date: _____